

## 11-18-20 Meeting Minutes

### WIOA Leadership Team

9:00 - 11:00am Zoom Meeting



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**Attending:** Andrea Guest, DVR; Terry Gallagher, DSS Policy; Valencia Sudler-Wynn DSS; Sarah Meyer, Telamon; William Potter, DWDB; Darrell Miller, DOE/Adult & Prison Ed; Alta Porterfield, DE Libraries; Jamie Towns, DHSS/DVI; Maureen Whelan DOE Adult and Prison Education Resources; Jon Wickert, DOE/CTE; Barry Butler, DET; Brenda Rodriguez, DVR; Robin McKinney-Newman, DWDB; Pat Burrell, DHSS/DVI; Sherese Brewington-Carr, DET; Sandra Miller, DHSS/DVI; and Hope Ellsworth (recording)

### **Documents Reviewed During the September Meeting:**

1. 2021 WIOA Leadership Team and One-Stop Teams Monthly Meeting Dates
2. Flyers: Rebuilding Delaware's Workforce Through Rapid Training
3. Interactive Career Compass
4. October DWDB TIP Strategies PPT (emailed to team on 11/17)
5. Slides from CENTRAL webinar (emailed to team on 11/17)
6. Presentation Slides: Telamon

**11-18-20 Meeting Discussion:** This meeting was held via Zoom.

### **Welcome & Introductions**

1. Team Members introduced themselves.
2. 2021 Meeting Dates
  - a. The team reviewed the proposed meeting dates for the Leadership Team (3<sup>rd</sup> Wednesday), as well as the One-Stop Team meetings. This year, the meeting dates are in one document for the Leadership Team, as well as the 3 county One-Stop Team dates.
  - b. The final meeting dates were distributed to the WIOA Leaders on 11/24/20.

### **Partner Resource Sharing**

1. Hope Ellsworth reported that the Mobile Food Pantries have events this week in all counties. Local teams receive copies of this information to share with staff in their program.
2. Forward Delaware: Rebuilding Delaware's Workforce Through Rapid Training:
  - a. This is an initiative to help those staff who have been impacted by COVID-19. The goal is short-term and meant to provide short-term training so that job seekers can move into better jobs. There is no charge for these training programs via Forward Delaware.
  - b. The updated versions (flyers and bookmarks) are in the process of being added to the beginning of the One-Stop Team link.
  - c. To apply, applicants should be directed to: <https://www.forwarddelaware.com/>
3. One-Stop Team Link: Hope reported that she is in the process of making major updates to the One-Stop Team link which is: <https://det.delawareworks.com/one-stop-system/Team%20Info.php>.
4. Interactive Career Compass: Delaware's Career Compass, a career planning tool, has recently been updated to make it an editable PDF that can be useful for remote teaching/learning. It is 'interactive'

because assessments that need totaling, will now be done automatically for you in the document.

a. The direct link is:

[https://lmi.delawareworks.com/Content/Publications/Documents/Delaware%20Career%20Compass%202020%20-%202021%20\(Interactive\).pdf](https://lmi.delawareworks.com/Content/Publications/Documents/Delaware%20Career%20Compass%202020%20-%202021%20(Interactive).pdf)

5. **Delaware Career & Resource Fair:**

a. The Dept. of Justice, US Attorney's Office, and Federal Probation and Parole held a Virtual Job and Resource Fair on 10-22.

b. The Delaware Hub, a partnership with the DOJ, USAO, and Federal Probation and Parole, looks to offer job and resources fairs up and down the state of Delaware. These job & resource fairs are for everyone, and are felon friendly. The goal is to centralize the fairs in areas in the community that are most in need of the resources and employment opportunities. Typically, without COVID, the Hub would be held in community centers and churches in the most vulnerable neighborhoods. At this moment, they are being hosted virtually.

c. If you have any questions, you can contact [Corie.Priest@delaware.gov](mailto:Corie.Priest@delaware.gov) or 302-300-0153. Corie works for the Dept. of Justice.

6. Tech Impact Training Opportunities & application process can be found at:

<https://techhiredelaware.org>. This training is now being offered virtually, making it more accessible to downstate learners and job seekers.

7. Monthly Labor Review: These are reviewed at the One-Stop team meetings monthly. The link is:

<https://lmi.delawareworks.com/Content/Publications/Monthly%20Labor%20Review.php>

### **TIP Strategies Efforts in Delaware (Bill)**

1. TIP Strategies (Theory into Practice), is consulting with our system in order to look at the Board function and operations. The discussion is how to move from a focus on compliance to a more visionary approach.
2. They are still in the process of meeting and interviewing key players in Delaware.
3. Employer Involvement will be stepped up.
4. Alignment is critical and this effort will be pushing for "substantial integration".
5. They are also discussing how to better capture feedback from Cabinet Secretaries

### **New Vision for WIOA Leadership Team & DWDB (Bill)**

1. As a result of consultation from TIP Strategies, we are looking at a new vision for the DWDB, as well as the WIOA Leadership Team.
2. Currently, Bill envisions the Leadership Team to become a central focus, providing an avenue where the Board's strategic priorities are worked on at an operational level.

### **Memorandum of Understanding/Infrastructure Funding Agreement (Bill)**

1. Bill will send a copy of the current draft for everyone to review (via Hope).
2. He needs all partners to look at "your proportional benefit from the One-Stop System" (master budget).
3. Discussion included the idea that DJL cost could be shared by partners who use it. Also, Dept. of Education tools could be considered.

### **WIOA Nondiscrimination Plan (Bill)**

1. Bill provided a quick update. He did receive plenty of success stories and asked that each AG have a chance to review the draft.
2. Delaware must re-submit the plan in January.

## **WIOA Leadership Team Action Planning (Team Leads)**

1. Note: 11/2020 Goal Tracker Forms will be added to the One-Stop Team Link.
2. Frontline Services: Maureen reported that they are trying to finish the slide show that will provide an orientation to WIOA and Delaware's One-Stop System. This orientation would be for all Partner staff.
3. Case Management: Barry reported that his team is meeting weekly. We are looking at DJL as a vehicle to be able to see other partner programs who are providing services to the same client. He added that the updated DJL system looks like it will meet this need. There is an opportunity to list other Partner enrollments as "Partner Shared Enrollments". The goal of this effort is to be able to ID all Partner programs involved with an individual job seeker/learner.
4. Business Engagement: Darrell reported that a meeting is being scheduled. They have received employer results from a survey that Bill did over the summer. This information will be reviewed and shared with the Leaders.
5. Adult Career Pathways: Hope reported that the ACP team is currently working on a gaps analysis to see what gets in the way of learners' successfully completing training & apprenticeship programs.
6. Process Re-design: Hope reported that the County Partner Resource Lists are currently being updated and will be added to the One-Stop Team link by the beginning of December. All partner programs are urged to include the team link on their program's website so that people have ready access to information about how to contact other partner programs. She added that the employer engagement mapping is currently on hold.

## **Telamon Presentation (Sarah Meyer )**

1. *This month, Sarah gave a brief overview of Telamon's services to the WIOA Leaders.*
2. *She explained that their target population includes eligible Migrant Seasonal Farm Workers and their dependents. Eligible farmworkers are those individuals who primarily depend on employment in agricultural labor that is characterized by chronic unemployment and underemployment.*
3. Services include:
  - a. Career Coaching & Counseling
  - b. Work Experience Opportunities (WEX)
  - c. Classroom & On-the-Job training (OJT)
  - d. GED Preparation & Remedial Education
  - e. ESL classes
  - f. Workplace Readiness & Soft Skill Awareness
  - g. Employment Placement
  - h. Customized training programs
  - i. Supportive Services
  - j. Emergency Assistance

## **11/9/20 Webinar: "CENTRAL" (Capacity Building & Centralized Resource Hub for Workforce Development)**

1. "CENTRAL" is being developed by Social Contract as a part of the Wilmington Youth Initiative. Social Contract staff recently offered a webinar to staff in the One-Stop System to share the concept.
2. They are currently developing the actual tool, that will be piloted by Youth Providers with DET.
3. Once the actual tool is available to share, another webinar will be established to start sharing with One-Stop System staff and to see if the adult system might benefit from it's use as well.

## **Local One-Stop Meetings Update**

1. The teams are beginning to provide annual feedback on ideas for the 2021 Convening. We are not sure if it will be virtual or in-person. In case it needs to be virtual, one of Alta's VISTA workers is working on a report of various virtual conference platforms for us to consider.
2. TIP Initiative: Hope is providing some basic information about the initiative with TIP Strategies to all One-Stop Teams.
3. Updating County Partner Resource Lists: Hope reported that the Resource Lists are in the process of being updated and will be added to the One-Stop Team link in early December. These lists were sent to WIOA Leaders on 11/24/20.
4. Feedback on Draft of 2021 Meeting Dates: Teams are looking at dates, particularly during November and December because of the holidays. The document with all meeting dates will be added to the One-Stop Team link by early December.

**Next Meeting: Wednesday, December 16<sup>th</sup>, 9-11am via Zoom.**

